



SOUTHERN MANATEE FIRE RESCUE DISTRICT

Interoffice Memorandum

TO: The Southern Manatee Board of Fire Commissioners
FROM: Brian Gorski, ^{BG} Fire Chief
RE: **Chief's Report**
DATE: March 19, 2015

February 21, 2015 - The District participated in a three county training/educational program for new and existing commissioners (city, county, fire district) down at the Englewood Fire Training Academy. This program provided them with factual information about the various services rendered by fire departments (Fire, EMS, Haz-Mat, etc.), funding methods, cost of equipment and apparatus, and training. Participating Fire Departments supplied instructors and in turn they held numerous live but controlled scenarios from search & rescue, vehicle extrication, Aero-medical operations with Bayflight 2, ladder work with 100' aerial platform, Charlotte County Hazardous Materials Team and Equipment and a cardiac arrest scenario. Commissioner Marken attended and participated in all of the evolutions. Lieutenant Ryan Kaliher and Firefighter/EMT David Sedgley were our instructors that helped put this academy on.

February 24, 2015 - The District began discussions with Florida Blue and our Insurance Agent over rising medical insurance costs and began looking at over insurance plans. Lieutenant Chevalier put together a committee of six personnel from the shifts to sit on this committee to discuss insurance options and the rising costs. In addition to having labor involved in this committee, we also have staff members on it as well. This meeting was very educational to all in learning what is driving our costs up as well as looking at different types of plans. We spent the morning with Florida Blue.

In the afternoon our Insurance Committee had another meeting over insurance, a different agent and the plan that we looked at was one from Cigna as well as some other plans were discussed.

Our Committee was also given an assignment to contact numerous agencies Public Safety providers to learn more about their plans, types of plans, and cost sharing on these plans.

February 26, 2015 – The District was inspected by the State of Florida, for the new 69A-62 Safety Compliance Inspection. Mr. Elliot arrived at 0900 and reviewed many of the District's policies, SOP's, maintenance records, training records, employment records, injury record keeping, certification records for various types of testing, for example, ladder testing to air quality testing. After reviewing these documents then Battalion Chief Gould took him to a few Stations to look at various equipment, such as air compressor, extractors, storage of chemicals and access to MSDS sheets. The District passed with no issues noted. The State will be sending a certificate of compliance. All personnel involved in this did an outstanding job and everything that Mr. Elliott needed to see was given him to within seconds of his asking and Mr. Elliott was really impressed with our records and matter of fact he took a copy of a lot of our document to use to show other agencies on how to do things or how to document, which is a really nice feeling that your work is being shared with others.

February 19 through March 19, 2015 – Staff continued with training and building Telestaff, our scheduling program. We worked on the accruals for vacation and sick, scheduling time off, and the approvals of this time off. Additionally work is being performed over the download of the payroll file into the Districts current payroll program. As of Sunday, February 8th, we began running Telestaff in parallel with the District's normal processes of scheduling, time off requests, etc. and doing payroll for the purposes of testing everything. Starting on February 12, we will begin advanced configuration which is the last big item for this program to go live. Everything so far is going extremely well in running parallel mode. On March 12 we had a conference call with Telestaff over the Cloud environment that this will reside in.

March 2 & 3, 2015 – The District conducted their skills (fire/EMS) assessment with the new applicants.

March 10 & 11, 2015 – The District conducted the oral interviews of the new applicants.

March 11, 2015 – Assisted Longboat Key Fire Department with their oral interviews for the position of Deputy Fire Chief.

March 12, 2015 – Our Hire Team started compiling the results over the skill assessments and oral interviews, reference checks, to finalize a list for me to make job offers for our new Firefighter positions.

March 10, 2015 – At the close of business today we only had 1 letter of intent for the position of Deputy Chief in charge of Administration/Finance and on March 12, 2015, based on this 1 letter of intent, I made the job offer to Robert Bounds and he accepted.

March 12, 2015 – Staff and firefighters attended “Trauma Rounds” at Sarasota Memorial Hospital that was taught by the Trauma Surgeons. Sarasota Memorial Hospital is now operating at a Level II Trauma Center.

March 19, 2015 – staff will be attending a meeting at the Public Safety Building that is being conducted by Paul Alexander, Manatee County IT Director, over the consolidation of all the separate PSAP’s in Manatee County.